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## UNITED STATES CIVIL SERVICE COMMISSION

BUREAU OF RETIREMENT AND INSURANCE

WASHINGTON, D.C. 20415

IN REPLY PLEASE REFER TO

April 1, 1966

YOUR REFERENCE

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Government Employees Health Association, Inc.  
Post Office Box 463  
Washington, D. C. 20004

Plan 42

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Dear [redacted]

Most carriers have adopted the practice of bringing to the attention of the Fiscal Division, Bureau of Retirement and Insurance, those cases where SF 2810's showing the acceptance of a "transfer in" to the Civil Service Retirement system are not received within 90 days of the "transfer out" reported by an employing agency. We have been most anxious to fulfill our obligation to complete each transfer action even though all carriers must continue to provide benefits to any annuitant in this suspense period.

Retirements throughout the United States were exceptionally high in December 1965 because of legislation that made retirement more attractive. The unusually heavy workload of about 30,000 November and December retirements has created an almost impossible task in the Bureau of keeping the processing line running as smoothly as when we have a normal load of about 5,000 cases.

We have followed the practice of sending to each carrier on Fridays a SF 2811 accompanied by the "transfer in" SF 2810's covering the transactions as recorded on our books. This practice is used to keep documents flowing to the carriers in an orderly fashion and reconciled to our bookings of annuities for annuitants and survivors. Because of the increased volume of cases being processed, the number of weekly transmittals necessary to cover all of the November and December retirements will extend into April and possibly into May.

We are sorry we cannot keep you advised of our acceptance of transfers more promptly but we are doing the best we can. Requests to verify incompletely transferred cases is merely slowing down our processing. As a courtesy to us, therefore we request that you continue to hold those cases which have not been acknowledged in your "Retirement-Suspense" category. About the middle of May we will be glad to

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review the few remaining November and December retirements which you might still have in suspense at that time. Many carriers, I am sure, will find that all agency retirement "transfer out" documents have been acknowledged by that time.

Transfers between employing offices (not for retirement) should, as usual, be followed up with the applicable payroll offices within 30 days if you have received only one side of the transfer transaction.

Sincerely yours,

*Harold E. Hunsaker*

Harold E. Hunsaker  
Chief, Systems and Audits Office